



STATE OF WASHINGTON

DEPARTMENT OF AGRICULTURE

P.O. Box 42560 • Olympia, Washington 98504-2560 • (360) 902-1800

ORGANIC FOOD PROGRAM

How to Apply for Registration on the WSDA Brand Name Material List

1. Determine if your product complies with National Organic Standards

National List of Allowed and Prohibited Substances – please see the enclosed regulations in order to evaluate compliance with National Standards. Please provide adequate documentation to satisfy all restrictions or annotations in the rule.

Note: Some materials, such as compost, may be regulated by standards other than the National List of Allowed and Prohibited Substances. Please refer to the entire regulatory text from the National Organic Program for details. You can obtain the entire regulatory text on the internet at <http://www.ams.usda.gov/nop/indexIE.htm> or by calling (202) 720-3252.

2. Complete the *Full Disclosure of Ingredients* section of the application

All new and renewal applicants MUST submit a current Full Disclosure of Ingredients or Confidential Statement of Formula (CSF). This information is confidential and will not be disclosed without the expressed consent of the applicant [Chapter 19.108 RCW The Uniform Trade Secrets Act]. Registrations will not be issued until a complete and updated Disclosure of Ingredients is submitted.

3. Submit a current label

All new and renewal applicants MUST submit a current label with the application. Registrations will not be issued until a current label is submitted.

4. Enclose the correct fee for each material

Please refer to the fee on page 2 of the Application for Registration of Materials to determine the appropriate fee structure for your material.

5. Submit the completed application to:

WSDA
Organic Food Program
PO Box 42560
Olympia WA 98504-2560

6. Information Requests

Your application will be reviewed according to the date it was received. THE REGISTRATION PROCESS FOR NEW APPLICANTS TAKES 90 TO 120 DAYS TO COMPLETE. During the review of your product, it may be determined that more information is needed in order to evaluate the status of the application. Please note that a delay in response to any information requests may effect the length of review time.

Please contact the Organic Food Program by telephone at (360) 902-1805, FAX (360) 902-2087 or email at organic@agr.wa.gov for more information.